

Information Needed to Make a Report

What information do I need to provide when making a report?

1. Child's name

What information is helpful to provide when making a report?

1. Child's age, address, school, etc.
2. Child's parent or guardian
3. The type of abuse or neglect that occurred, such as physical abuse, sexual abuse, or neglect
4. When the abuse or neglect occurred
5. How you learned of the abuse or neglect
6. If known, the alleged perpetrator's name, age, address, and relationship to the child

If you are unable to provide all of the information listed above, you still need to report the abuse or neglect.

It is the responsibility of the police and the Department of Child Services to investigate the report and fill in the details that were unknown to the reporter.



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Indiana Citizens

Duty to Report Child Abuse & Child Neglect

OFFICE OF THE
TIPPECANOE COUNTY PROSECUTOR

**In the State of Indiana
it is required,
by law, that all citizens
report any
suspected child abuse
or child neglect.**

Indiana Law on Reporting Suspected Child Abuse or Child Neglect

In Indiana, an individual must make a report to the Department of Child Services or a local police department if he/she has reason to believe that a child is the victim of child abuse or child neglect.

(Indiana Code 31-33-5-1)

If an individual works for an employer that has established a protocol for reporting child abuse or neglect within the organization's chain of command, then the individual and the employer must follow that protocol. For example, if school protocol requires teachers to report all suspected child abuse or neglect to the principal, then a teacher must immediately notify the principal of the situation. It is then the principal's responsibility to make a report to the Department of Child Services or a local police department.

(I.C. 31-33-5-2)

An individual's duty to report is not satisfied by following an employer's protocol, unless a report has already been made to the best of the individual's belief. For example, if a teacher reports suspected child abuse or neglect to the principal according to school protocol, that teacher still has a duty to make a report to the Department of Child Services or a local police department if the teacher believes or knows the principal failed to make the report.

(I.C. 31-33-5-3)

Indiana Law Continued

An individual making a report of suspected child abuse or neglect is presumed to be acting in good faith, and is immune from civil or criminal liability that might otherwise be imposed because of such action.

(I.C. 31-33-6-1 & 3)

An individual who knowingly fails to report child abuse or neglect commits a Class B misdemeanor, which is punishable by up to 180 days in jail. This crime can be charged whether the individual fails to fulfill his/her duty to report or fails to follow his/her employer's protocol for reporting suspected child abuse or neglect.

(I.C. 31-33-22-1)

When you suspect child abuse or neglect, please follow these instructions:

1. Immediately make a report with the Department of Child Services or the police department where the abuse occurred
2. Do not attempt to investigate the allegations
3. Do not ask the child any additional questions
4. Do not notify anyone of the suspected abuse or neglect other than local police departments, the Department of Child Services, or the individual required by your employer's protocol

Failing to follow these instructions can put the child at risk of being further abused or neglected.

Remember, all Indiana Citizens have a duty to report child abuse or child neglect.

Reports can be made to the Indiana Department of Child Services or the police department where the abuse or neglect occurred.

**Indiana Department of
Child Services Hotline:
1-800-800-5556**

Local Police Departments

Lafayette Police Department:

765-807-1200

West Lafayette Police Department:

765-775-5200

Tippecanoe County Sheriff's

Department: 765-423-9388

Purdue University Police Department:

765-494-8221

Indiana State Police: 765-567-2125